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| **Name** |  |
| **Date** |  |
| **School** |  |

**FEEDBACK AND PAYMENT FORM**

**CCSD SMART Curriculum Writing Project**

**Department of Educational Technology**



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| **Lesson Title** |  |
| **Content Area/Course** |  |
| **Standards/Indicators** |  |
| **Objective** |  |
| **Blooms Level for Lesson and Assessment** |  |
| **Number of Hours Spent Creating this Lesson** |  |

**LESSON CONTENT CHECKLIST**

**Please place an ‘X’ in each box of the checklist to indicate you’ve completed the requirements**

**Content checkers replace “X” with “C” if changes are needed. Design checkers replace “X or C” with “D” if changes are needed.**

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| **Title Page/Lesson Cover (1st page)**  Lesson title, name, school, subject, clip art/photograph, Mastery Teaching Model table included and linked to corresponding pages |  | **Hands-On Activities Incorporated**  Students interacting with software/at the board |  |
| **Intuitive/Easy to Use**  Includes navigation buttons “Next” buttons, button back to the Title Page (with Mastery Teaching table), and buttons to link to other documents in Attachments tab as appropriate. Include succinct directions when necessary |  | **Teacher Notes Page**  --Standards, Key Concepts, Lesson Notes, CCSD Mastery, Differentiation, SC Support documents linked.  --Include approximate time for Notebook lesson, plus suggested time spent on other activities to complete standard.  --Make note of other activities that go with the lesson (labs, group work, journaling) and place documents in Attachments tab |  |
| **Everything Works**  Attachments, Videos, Animations, Links, Navigation Buttons, Hands-on Activities. Activities are locked where needed (so they can’t be accidentally moved by users) |  | **CCSD Mastery Teaching Model Followed**  Table on Title Page linked to corresponding pages (lesson set (bell work), skill dev, guided practice, closure, independent practice, assessment) |  |
| **Links Created Using Objects**  Interactive websites. No URLs on instructional pages |  | **Sources Page**  Cite anything taken from a web site – list specific URLs for content pulled. You can list this in a Word document and link to it in attachments |  |
| **Multiple Forms of Media**  Video clips, sound clips, photos, manipulatives, websites, SMART tools |  | **Standards/Content Covered**  Lesson design and activities checked by one member of your curriculum writing team to ensure appropriate supports standards |  |
| **Consistent Design**  Theme/template used. Consistent fonts, alignment and colors. Lesson checked by another member of writing team. |  | **Differentiation**  Create ONE pull tab with ONE differentiation strategy to include on the page of the lesson where it ties in. Add more where appropriate. |  |
| **Gizmos or Other Manipulative - Math and Science**  Flash file embedded where appropriate - refer to other tie-ins in Teacher Notes |  | **Assessment**  Include quiz or rubric in Attachments tab OR include SMART Response questions. These questions don’t have to be used with SMART Response, but must be on appropriate Blooms Level |  |
| **Higher Level of Bloom’s Addressed**  Question posed within lesson to address higher-order thinking. At least 1 level beyond suggested in SDE Supporting Documents |  | **Uploaded to S:\SMART Notebook Lessons and Approved** |  |

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| ***CONTENT comments:*** |
| ***DESIGN comments:*** |

***Please make all changes described in comments. Please revise carefully.***

***\*Complete one Checklist and Payment Form for EACH lesson you create. You may submit multiple lessons for payment at one time.***

***Lessons must be approved by final approver on payday Fridays to receive payment by the following payday.***